

**Minutes of the Meeting of the Rocky Hill Board of Health
December 11, 2007**

Present: Lisbeth Haines, MD (presiding); Susan Fisher, VMD; William Hallman, PhD; Beverly Poelstra, MD; Margaret Querec, MSN, RN; Stephen Papenberg, South Brunswick Health Officer

Excused: Mary Germain, APRN-BC, FNAP

The meeting was called to order by Dr. Haines at 4:31 pm.
Minutes from 11/13/07 were reviewed. Motion to approve by Dr. Poelstra was seconded by Dr. Haines.

Future meetings will be listed on the Rocky Hill website by new webmaster, Linda Goldman. Current time for this meeting was erroneously listed on the web as 3:30pm. This will be corrected to read 4:30 -6 on the second Tuesday of the month, unless special arrangements have been made. Minutes of future BOH meetings will be archived on the website as well.

Report of the Health Officer

- South Brunswick Animal Control – current service provider will no longer be in business. South Brunswick will be working with Montgomery Township in developing an interlocal agreement as a temporary measure. For the long term, the county may eventually construct a new facility in the southern region of the county.
- Health Department Consolidation Status – no conclusions drawn as yet. The expectation is that the same quality of services would be provided. The cost savings do not appear significant enough to sacrifice the quality of services. Mr. Papenberg was asked to extend the annual contract to Rocky Hill for South Brunswick to continue to provide current services for the upcoming year.
- Commissioner of Health for the State of NJ – Dr. Fred Jacobs has resigned. A new commissioner is expected to be announced as will likely be Heather Howard, JD.
- CHIP Draft 6 – Several areas were identified as needing our attention in the coming year, namely prevention, communication and improving access to health care. There is a need to get the information on community resources out to the public. Various means were discussed, including creating links on a website to various resources. Dr. Haines to speak with Ms. Linda Goldman about creating such a link. It was generally felt that most Rocky Hill citizens seek medical care in Mercer or southern parts of Middlesex County, and that few go to Somerville since it is at the opposite end of the county. Although Somerset Medical Center does provide a wealth of resources, it was felt that not enough people can access it. Mr. Papenberg requested to be informed if there is a specific

problem identified with access to medical care. For those residents lacking computer access, South Brunswick Health department will act as liaison.

Old Business

- Municipal Alliance – Dr. Poelstra to attend 1/7/08 meeting with a council member who will be appointed by Mayor Ed Zimmerman. Discussed rotating responsibilities for attending meetings. The municipal alliance typically has funds available to support projects and programs related to alcohol and substance abuse, depression and suicide, for example, and they are always looking for fresh ideas.
- Personnel - Donna Griffiths is currently Registrar for Rocky Hill but with the retirement of Toby Whitlock the position of Deputy Clerk remains available. The county clerk's office may take over the responsibility for vital statistics by mutual agreement as the training for clerks is arduous due to recent issues with homeland security and identity theft.

New Business

- 2008 Budget - Dr. Hallman to make recommendations to Borough Council for 2008 Budget and requested input from BOH re: special projects. Their reorganization meeting will occur in January. The annual BOH conference is in the Midwest this year, and council is willing to provide funding for a local board member to attend. There are also funds available for training, which will not roll over.
- Annual Reports - Each of the Boards and Committees in the Borough will be required to submit annual reports beginning in 2008. Mr. Papenberg will submit a copy of the state reports. Guidelines and templates will be available on website and will be provided by council. Mr. Papenberg will compile report and related documentation.
- Membership – two members have terms expiring in this calendar year, Mrs. Querec and Dr. Germain. Both are willing to continue to serve and this will be communicated to the mayor and council by Dr. Haines.
- Contract for Services - Renewal of Contract for Local Public Health Services offered by South Brunswick reflects 3.5 % increase. No other changes have been made. Dr. Haines asked for clarification of a few minor points, and she will present this contract to Council on Monday.
- Meeting times – Dr. Haines will advise clerk of times of meetings and the need to advertise. In the interest of minimizing confusion and encouraging regular attendance, all meetings will be held on the second Tuesday of the month from 4:30-6:00 pm.
- Rabies vaccination – Dr. Fisher suggested advertising the regulations re: rabies vaccination of cats and dogs. This will be posted on the RH website by Ms. Goldman. As well, the constables will be performing the dog and cat census and will advise residents of the rabies vaccine requirement, however we do not have an easy means of enforcing this or of capturing all the pets in the borough. Dr. Haines will create a

brochure encouraging pet owners to take responsibility, which will be placed on bulletin boards at the library, post office, Shop Rite, WaWa, Buy the Cup and local churches. We will attempt to acquire and install a glass enclosure at the library which will be dedicated to BOH information and educational pieces. Dr. Hallman will place this item in 2008 budget request.

- Cat leash laws – This topic was proposed by Dr. Fisher, however the board did not feel it was enforceable at this time.

- Fluoridation – initially proposed by Dr. Poelstra many years ago. Thought to be cost prohibitive at that time. Mr. Papenberg will discuss with Larry Merck to determine if this may be feasible due to the many documented health benefits across a wide age range.

- Communication - New webmaster for borough is Linda Goldman. We are now able to post BOH notices and residents will be able to send messages to BOH, which will be forwarded to Mr. Papenberg. South Brunswick Health Department will take responsibility for replying, and also be available for phone contact. Dr. Fisher to develop wording for rabies education flyer.

Next Meeting

January 8, 2008 430-600 pm at Borough Hall and thereafter on the second Tuesday of every month.

A motion to adjourn was made by Dr. Fisher and seconded by Dr. Haines. The meeting was adjourned at 6:22 pm

Respectfully submitted,

Beverly A. Poelstra MD